

## **MINUTES**

The Wise County Public Service Authority held its regular monthly Board meeting on Tuesday, February 10, 2009 at 6:00pm in the auditorium of the PSA office in Coeburn. Madam Chairperson called the meeting to order and the Director called the roll.

### ***Members Present:***

Ralph Gilley  
Fred Luntsford, Vice-Chairman  
Albert Elkins  
Jim Flanary  
J.H. Rivers, Treasurer  
Dana Kilgore, Madam Chairperson  
Danny Mullins

### ***Members Absent:***

Bob Adkins

### ***Also Present:***

Danny Buchanan, Director  
Donnie Dowell, Assistant Director  
Reba Hillman, Recording Secretary  
Steven Mullins, Attorney

The Director requested that closed session, 2.2-3711A-7, Consultation with Legal Counsel, and 2.2-3711A-1, Personnel be added to the agenda. He also requested that the VRWA conference scheduled for March 22-25 be added to the agenda. J.H. Rivers requested the issue of payment for special called meetings be added to the agenda. A motion was made by Albert Elkins, and seconded by Jim Flanary, to approve the agenda with the added items. All ayes were recorded and the motion passed.

## **PUBLIC EXPRESSION**

Glen Parton, a resident of Hickory Gap, appeared before the Board. He inquired about various issues regarding PRV, check valves, and meter box location. Mr. Parton also inquired about any assistance that may be available for the connection fee and meter deposit. It was recommended that Mr. Parton inquire with RADA for assistance.

## **MINUTES**

A motion was made by Fred Luntsford, and seconded by Ralph Gilley, to accept the minutes as presented. All ayes were recorded and the motion passed.

## **FINANCIAL**

A motion was made by Fred Luntsford, and seconded by Jim Flanary, to approve the financial statements as presented. All ayes were recorded and the motion passed.

## **PROJECT UPDATES**

Bill Skeen informed the Board that the last piece of the Banner/Sandy Ridge Interconnect Project, a wireless radio system for telemetry control, is ready to be bid.

The Lower Birchfield Water Project, Contract 1 and 2, are complete. Project closeout documents are being prepared.

The waterline work is complete for the Hickory Gap Water Project. Installation of the pressure reducing vault is the only remaining item to be completed.

Bill Skeen updated the Board regarding the Coeburn Mountain Improvement Project. This project is Contract 3 of the Lower Birchfield Project and the cost is \$865,000. The plans and specifications are ready to be submitted and reviewed with the Health Department.

Mr. Skeen also updated the Board on the Raw Water Delivery System. He was hopeful that this project would be ready for bid in March or April.

Mr. Skeen informed the Board that engineering design work is complete for the Right Fork/Bold Camp Sewer Project. The project will be bid upon completion of easement acquisition, which is currently underway.

Mr. Skeen also informed the Board that several options continue to be evaluated for the final transmission route for wastewater from the Rt. 757 and surrounding area.

Mr. Skeen stated that the City of Norton is currently working with the funding agency, DHCD, to complete certain project activities for the Josephine Sewer Project by May 1, 2009.

Mr. Skeen also stated that the Wise County Sewer Study is currently underway. It is being conducted jointly with Thompson & Litton and Lane Engineering. It is scheduled for completion in May 2009.

## **MISCELLANEOUS**

Bill Skeen addressed the Board with a couple of scenarios for the operating/maintenance costs and sewer rates for the Bold Camp Sewer System. There was also discussion regarding connection fees, and other rules and regulations that will need to be addressed. Madam Chairperson requested that Mr. Skeen and Wayne Watts get more information regarding these issues with other localities.

Madam Chairperson stated she did not receive her Board packet in time to fully review the amended bi-laws. A motion was made by Dana Kilgore, and seconded by Jim Flanary, to table the "amended bylaws" until next month. All ayes were recorded and the motion passed.

Mark Hill, of Mattern & Craig, addressed the Board regarding the Master Plan/Capital Improvement Plan. He presented the Board with a summary of items that would be included in the Capital Improvement Plan.

Madam Chairperson stated she would like to see a copy of the last Capital Improvement Plan that was completed in 2002.

A motion was made by J.H. Rivers, and seconded by Jim Flanary, to pursue a PER sewer study with the St. Paul system.

An amended motion was made by J.H. Rivers, and seconded by Jim Flanary, to pursue a PER study with St. Paul, for \$5,000, subject to negotiation. All ayes were recorded and the motion passed.

The Master Plan/Capital Improvement Plan, was tabled until the March Board meeting.

The Board members agreed that they would like to have more time to review the amended Personnel Policy. It was agreed to table this issue until the March Board meeting.

A motion was made by Ralph Gilley and seconded by Albert Elkins, to enter into Closed Session under Section 2.2-3711A-7, Consultation with Legal Counsel and Section 2.2-3711A-1, Personnel. All ayes were recorded and the motion passed.

The Board went into Closed Session at 6:50 p.m.

A motion was made by Ralph Gilley and seconded by J.H. Rivers to return to Regular Session. All ayes were recorded and the motion passed.

The Board returned to Regular Session at 8:35 p.m.

### ***CERTIFICATE OF CLOSED SESSION***

WHEREAS, The Wise County Public Service Authority has convened a Closed Session on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3711A-7, Consultation of Legal Counsel, and Section 2.2-3711A-1, Personnel, of the Code of Virginia require a certification by the Wise County Public Service Authority that such Closed Session was conducted in conformity with Virginia Law;

NOW, Therefore, be it resolved that the Wise County Public Service Authority hereby certifies that, to the best of each members knowledge, (1) only public business matters lawfully exempted from open public meeting requirements by Virginia Law were discussed in the Closed Session to which this certification resolution applies, and (2) only such public business matters as were identified in the motion convening the Closed Session were heard, discussed, or considered by the Wise County Public Service Authority. The vote was as follows:

<b><i>Ayes</i></b>	<b><i>Nays</i></b>	<b><i>Abstain</i></b>	<b><i>Absent</i></b>
Ralph Gilley			Bob Adkins
Fred Luntsford			
Albert Elkins			
Jim Flanary			
J.H. Rivers			
Dana Kilgore			
Danny Mullins			

The motion passed.

A motion was made by J.H. Rivers, and seconded by Ralph Gilley, to establish a proposed sewer rate of \$18.00 for the first 0-1500 gallons plus \$9.00 for every additional 1,000 gallons, \$650 for the sewer connection fee, and \$100 deposit. All ayes were recorded and the motion passed.

A motion was made by Ralph Gilley, and seconded by Danny Mullins, to allow the Director, Assistant Director, any employees that the Director may see fit, and any Board members to attend the VRWA conference on March 22-25. All ayes were recorded and the motion passed.

A motion was made by Fred Luntsford, and seconded by Ralph Gilley, to recess the meeting until February 18, 2009 at the PSA auditorium at 5:30 p.m. All ayes were recorded and the motion passed.

ATTEST:

Wise County Public Service Authority

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Director

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Chairman

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The Wise County Public Service Authority reconvened its recessed Board meeting on Wednesday, February 18, 2009 at 5:30 p.m. in the PSA auditorium in Coeburn. Madam Chairperson Kilgore called the meeting to order and the Director called the roll.

***Members Present:***

Dana Kilgore, Madam Chairperson  
Fred Luntsford, Vice-Chairman  
J.H. Rivers, Treasurer  
Ralph Gilley  
Jim Flanary  
Albert Elkins  
Danny Mullins  
Bob Adkins

***Members Absent:***

None

***Also Present:***

Danny Buchanan, Director  
Donnie Dowell, Assistant Director  
Reba Hillman, Recording Secretary  
Steven Mullins, Attorney

Madam Chairperson stated the Bud Phillips, PSA attorney, has drawn up a resolution for the sewer rate and notice of public hearing. The Board members took a moment to review the resolution. Mr. Buchanan asked that the item, return check fee, be removed from the resolution. He stated this item could be addressed under

the rules and regulations. It was agreed that the public hearing will be held on May 12, 2009 at 6 p.m. at the PSA auditorium in Coeburn. It will need to be advertised in the paper on February 24<sup>th</sup> & March 3<sup>rd</sup>.

A motion was made by Ralph Gilley, and seconded by Albert Elkins, to approve the resolution. Mr. Luntsford questioned how this would affect the customers in the Riverview area. There was further discussion regarding the individuals who have well water and county sewer and the individuals who have Town of Coeburn water and county sewer. There was also discussion on how to handle the individuals who are on well water and are not paying their sewer bills. All ayes were recorded and the motion passed.

There was discussion regarding the VRWA conference.

There was also discussion regarding payment for the Board members for the special called and recessed meetings. They asked the attorney to research this issue and report back at the next meeting.

A motion was made by Bob Adkins, and seconded by Ralph Gilley, to adjourn the meeting. All ayes were recorded and the motion passed. The meeting adjourned at 6:05 p.m.

ATTEST:

Wise County Public Service Authority

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Director

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Chairman